

**Memorandum of the Meeting
 Regular Study Session/Meeting
 Twenty-Eighth Town Council of Highland
 Monday, October 03, 2016**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, October 03, 2016** at the time of 7:04 o'clock p.m.

Silent Roll Call: Councilors Mark Herak, Dan Vassar, Steve Wagner, Konnie Kuiper and Bernie Zemen were present. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also present: Susan Murovic, Advisory Board of Zoning Appeals; Joel Ratajack, CEO of Rockopelli were present.

Cecile Petro, Redevelopment Director; Pete Hojnicky, Police Chief; William Timmer, Fire Chief; and John M. Bach, Public Works Director; were also in attendance.

General Substance of Matters Discussed

- Discussion: Joel Ratajack CEO of Rockopelli a Fundraiser for NWI Charities. It was noted that this event was conducted at the Main Square Park in August 2016.** Mr. Joel Ratajack discussed with the Town Council the possible authorization of a beer tent for next year's "Rockopelli event at the park. He further reported that "Rockopelli", was organized as an IRS 501(c)(3) organization.

Mr. Ratajack presented a handout to the Town Council and Clerk-Treasurer, as a companion to his presentation. Mr. Ratajack described his fundraiser event from 2012 to the present, identifying sponsors or partners and reporting on his gross revenues for those years as well as how much was then donated to the various charities, which he also identified.

In the course of the discussion, it was noted that he had conducted the event at Wicker Park as well. He requested consideration for permission to allow a beer tent to accompany the event at Main Square at next year's event. Mr. Ratajack suggested that his revenues have seemed to have "plateaued" and that reliance on the sponsorships to cover so much of the costs is becoming more challenging. Mr. Ratajack noted that the bands that perform at the last event all performed without seeking any payment.

Councilor Wagner, reviewing the gross revenues to contribution ratios noted that the ratios were not as generous in recent years. Mr. Ratajack indicated that he would provide more detail to explain.

	Total revenue	Total donated
Rockopelli 2012	\$ 5,391.96	\$ 5,067.06
Rockopelli 2013	\$ 10,257.71	\$ 9,461.26
Rockopelli 2014	\$ 18,859.82	\$ 15,135.01
Rockopelli 2015	\$ 15,054.48	\$ 10,144.18
Rockopelli 2016	\$ 18,053.12	\$ 11,500.00

It was further noted that the usual span of time for the fundraiser concert event is to run from 3:30 p.m. to 9:00 or 10:00 at night. The discussion included his explanation for leaving Wicker Park in favor of Highland's Main Square Park.

The Town Council discussed the comparative fees charged by Highland Parks and Recreation and Wicker Park. The possible charges for Centennial Park in Munster were also discussed. It was noted that Mr. Ratajack did not conduct the event in Munster.

The Police Chief and the Fire Chief were invited by the Town Council to offer an overview on the application and administrative process in order to obtain a temporary event permit to dispense beer.

Mr. Ratajack expressed his hopes that he could be in discussion with the Town Council until a decision is made.

There was no further discussion regarding the request. Mr. Ratajack departed at 7:31 p.m.

2. **Discussion: Prospects for possible Public Works Facility relocation.** The Redevelopment Director discussed some prospective sites that might be suitable to host a relocated Public Works facility, allowing the current location then to be used for private development.

The Redevelopment Director indicated that the property to the north of Strack and Van Til's retail grocery, located between Cline Avenue and Kleinman Road, might have 19 acres, which could be suitable in size for such a relocation.

Councilor Herak suggested that he understood that the owner was not interested in selling to the Town for the purpose of hosting a new Public Works facility.

The Public Works Director, who was present, indicated that the current site is approximately 22 acres.

The Redevelopment Director and the Town Council discussed an alternative site of land located north of Main Street and West of Kennedy Avenue beginning in back of the current Mobil Gasoline Station and running up to and including the NIPSCO property, adjoining the Canadian Railroad tracks. It was noted that there would be challenges from the requirement to rezone the several parcels and the requirement to dedicate compensatory storm water storage. It was further noted that Redevelopment Commission hoped for a portion of the site to include a "business park."

It was further noted that the area encompasses 15 different parcels and 10 different owners.

The Redevelopment Director and the Town Council further discussed the current Industrial Park as being a desirable location. It was noted that the site of the former City Sales, Inc., had a favorably received building, but the accessory property for parking was not sufficient.

Mr. Bach suggested that a facility would require at least 20 acres. Mr. Bach also indicated that of all the sites, he favored the Kennedy Avenue/Main Street proposal. The Redevelopment Director noted that the Public Works Director and she visited the public works facility in Oak Park, Illinois, which was built in the downtown and multi-storied.

The Town Council, the Redevelopment Director, and the Public Works Director discussed the viability of the former Bult Oil site, noting it was currently being envisioned for unassisted living for senior citizens.

The Town Council discussion regarding the Strack and Van Til property suggested that there was no favor for pursuing that site for this particular use. The Town Councilors did not express objection to having the Redevelopment Director pursue evaluation of the Industrial Park and Kennedy and Main Street sites.

3. **Discuss whether RFP should be issued for the insurance packages.** The Town Council discussed the desirability of seeking requests for proposals (RFPs) for the commercial, fleet and general liability insurance lines.

Councilor Vassar confirmed that the current agent was Crowel Insurance Agency. (*This firm was originally selected in 2010 for coverage beginning in 2011.*) The discussion included the positive impressions from the Fire Chief and the Police Chief for the service and nature of coverage from Bliss-McKnight. Councilor Vassar indicated that he was pleased with the current services and agent.

After discussion, the Town Council President indicated that there seemed to be no present desire by the Town Council to seek insurance RFPs.

4. **Discuss special meeting or executive session regarding possible acquisition of land to discuss strategy.**

The Town Council discussed the prospect of a meeting with the current owner of properties located at 2700 block of Highway Avenue, to discuss the possible acquisition of those properties by the Town.

After discussing whether to convene an executive session, it was determined instead that Councilor Vassar and Councilor Wagner meet with the owner and simply do fact-finding.

5. **Acknowledgment of the IACT medical Trust renewal for the 2017 Group Worker Health Benefit.** The Clerk-Treasurer reported that the IACT Medical Trust, which provides the group health benefit for the Town of Highland, reported its increase on group premiums for Highland for FY 2017 would be 5.3%. The Clerk-Treasurer noted that this is still significantly below the rate of medical inflation, which is 10.5%. He further noted that all the usual steps to lower costs were taken and most of the increase was driven by some significantly high claims in 2016.

The Town Clerk-Treasurer also indicated in the absence of any action by the Town Council to the contrary, the two plans would remain the PPO Plan B and the Health Savings Account Plan F. The Town Council did not express any objection or desire to consider any action to the contrary.

6. **Discuss Lake County Solid Waste Management District Compost management.** The Town Council and the Public Works Director discussed the inquiry from John Minear, the Executive Director of the Lake County Solid Waste Management District (LCSWMD), to have it operate and manage a compost site at the site of the former Town dump, which is also used by the Town for its leaves disposal.

It was noted that the LCSWMD would operate the site as a County site, allowing Highland and perhaps neighboring communities to dump leaves only there. There would be no cost to Highland. The Public Works Director favored the move noting that the compost site would be operated more optimally, as the LCSWMD has the proper equipment to properly manage the site for compost. Further, the Town would be able to access the compost for fill as needed.

The Town Council discussed the prospect of unpleasant odor. Noting that grasses usually are the cause of those complaints, and noting that the site would only receive leaves, the prospect was unlikely of experiencing such a problem. The Public Works Director indicated that any agreement between the Town and the LCSWMD could include provisions to further protect the Town on this issue.

The Town Council offered no further objection to the Public Works Director pursuing the offer made by the Lake County Solid Waste Management District.

8. The Fire Chief noted that the Risk Management Safety Committee had met earlier in the day and believed that it found that for the workforce experienced twelve consecutive months of work without loss work time due to workplace injury.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, October 03, 2016**, was adjourned at 8:33 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO
Clerk-Treasurer